



2025

PHILIPPINE GOLF TOUR (PGT)

MEMBERS' HANDBOOK

Organized by:



Sponsored by:



MESSAGE FROM THE CHAIRMAN

WELCOME TO THE PHILIPPINE GOLF TOUR

Dear PGT Competitor,

Congratulations on becoming a member of the PGT.

It is important that you understand the work and commitment involved to earn such a coveted membership.

This Handbook is designed to help you achieve an understanding of the Tour's policies and procedures relative to issues you will encounter throughout the 2025 season. As a competitor of this Tour, you are responsible for knowing the content of this Handbook. We wish you the best of luck this season.

Sincerely,

A handwritten signature in black ink, consisting of several overlapping, sweeping strokes that form the name Enrique K. Razon Jr.

Enrique K. Razon Jr.
Chairman

ADMINISTRATION

Maximum size 90 players (combination of LPGT and PGT)

PGTI reserves the right to change number of field size. The committee will decide on certain number of players for the tournament to proceed.

MEMBERSHIP FEES AND ENTRY FEES

MEMBERSHIP ELIGIBILITY

Players who are under Categories 1-9 except 'Category 4: Invites'. *See last page for categories.*

Membership fee: PhP5,500 - for Local and foreign Players

Entry Fee: PhP3,500 for Members and **PhP4,000** for Non-members

All entry fees are payable through online payment via PayMonggo (Gcash, Credit card, Maya and GrabPay)

Players must have an active personal bank account (BDO as preferred bank; other banks will incur transfer fees).

To further protect the Tour and the Membership, the Tour, at its own discretion, may refuse player membership or entrance to tournaments.

REGISTRATION AND WITHDRAWAL

Online registration for each tournament will be available. Tournament Administrators will send to invited players.

Please take note of the deadline stated on the website.

Registration does not guarantee your slot to play in the tournament. Please wait for email invite before you register online. Only eligible and invited players are allowed to register and pay online.

A Player is only considered registered for an event upon receipt of the full entry fee and any other fee/s due. A confirmation of receipt, if requested, will be emailed to the Player's email address on file. Official Receipt will be issued by the Tournament Administrator at the tournament venue.

Intent to play in an event does not register you to a tournament. Any fee or payment after 12:00nn 2 days before the Round 1 of the tournament will no longer be accepted and the player will be replaced.

Players must have a valid GAB License prior to registration. Registration fee is non- refundable.

The Tournament Committee has the authority to adjust field size.

WITHDRAWAL POLICY AND DEADLINES

A Player may withdraw from an event, but with penalty as follows:

- From Tuesday the week PRIOR to the tournament until Monday 12:00nn of the tournament week: Penalty is 50% of entry fee.
- 3 days before Round 1: Penalty is 50% of entry fee plus USD 20 / PhP1,000.
- 1 day before Round 1: Penalty is 100% of the entry fee.
- All other withdrawals are subject to service fee of PhP500.

Prior to starting the first round of a tournament, if a Player withdraws because of sickness or injury, a Medical Doctor's note (on doctor's stationery) stating you are physically unable to compete in any golf competition must be sent or emailed within 24 hours to be eligible for a refund (no exceptions).

All medical withdrawals are subject to a USD20 / PhP1,000 fee, on top of the bank fee for telegraphic transfer, to be withheld from the refund. Please note that bank fees deducted are only from the sending bank. PGTI does not have control over the fee structures of receiving banks for incoming funds.

Any Player who withdraws from an PGT event due to a medical reason and then participates in another event at the same time will invalidate his medical withdrawal notice, and therefore will forfeit 100% of his entry fee.

- If a Player withdraws from a tournament (injury, sickness, etc.), he will not be allowed to use the practice facilities during the event week.
- If a Player walks off the golf course and does not notify any member of the Tournament Committee, the Player will be fined, and suspended from playing in the next tournament.

To withdraw from a tournament, a Player must contact the Tour Player Administration during regular office hours (Monday - Friday, 8:30 a.m. - 5:00 p.m. Philippine time).

Players receiving Professional Golf Association Tour, European Tour, Japan Tour, Asian Tour exemptions will be granted a refund within PGT withdrawal guidelines. It is the Player's responsibility to call the offices before his tee time to withdraw.

Refunds of entry fee, less any administration and bank fee or fines due, will be remitted by the Tour Office by telegraphic transfer or PayMongo (same channel of payment) within 20 days from the conclusion of play of the event/s withdrawn from.

For any question concerning the withdrawal policy and guidelines, please contact Tour Players Administrator.

TOUR SUSPENSION REGULATIONS

Any Player currently under suspension for violating any of the Tour's policies will not be eligible to compete in a PGT-sanctioned event until the suspension is lifted.

MEDIA COMMENTS/PUBLIC ATTACKS

The favorable public reputation of the PGT, its sponsors, its affiliated tournaments and co-sponsored events is a valuable asset and creates tangible and intangible benefits for the PGT and all Tour members. Therefore, it is the obligation of the Members to refrain from comments that attack or disparage the PGT, tournament sponsors, tournament venues, volunteers and fellow competitors. Legitimate disagreements with the aforementioned must be handled with Tour officials privately. Any such public attack, including comments on social media, will be viewed as conduct unbecoming of a professional, which is a finable offense and will not be appealable. This includes all forms of social media.

AWARDING AND PRESS CONFERENCES

All Players that make the cut are required to attend the awarding ceremonies and press conferences, if any. Failure to do so will result in a 50% deduction from their respective prize monies, net of tax. The Player should inform the Tour Player Administrator of any urgent matter or flight schedule, which would hinder him from attending the awarding ceremonies or press conference.

COMPLAINTS

Any Player who wishes to lodge any complaint shall write to the PGT Committee. The PGT Players' Administration shall log the date and time such complaint was received and shall inform the PGT Committee. The Committee shall convene and communicate its decision within two weeks after the complaint was lodged.

ONLINE TOURNAMENT MESSAGE BOARD

The Player message board will be via WhatsApp. The Tournament Committee will place all announcements pertinent to all Players here, as well as schedules of events for upcoming tournaments.

PLAYER ATTIRE

The PGT is proud of its image and its players. Proper attire by Players at the host course will only contribute to this image and is always required at the host course. Players shall present a neat appearance in both clothing and personal grooming. The Tournament Committee and Tournament Directors shall interpret this regulation.

INAPPROPRIATE ATTIRE IS A FINABLE OFFENSE

Jeans, shorts (unless committee authorized), flip-flops, sandals, or slippers (unless committee-authorized) and T – shirts are not allowed during:

- Playing practice rounds or using practice facilities
- Playing competitive rounds
- Attending Tour social functions (i.e. Pro-Am parties)

Ask the tournament administrator when in doubt on committee-authorized attire.

CADDY ATTIRE

The Player is responsible for his caddy's appearance. Shorts are permitted. Shoes are mandatory, but no spikes. Caddie bibs, supplied by the PGT are required for all caddies.

There are instances where host venues will only allow club caddies to caddy. This should be honored at all times.

Personal caddies must bring their own sandbags.

Players who did not make the cut may not caddie for another player. No exemption.

PRACTICE GUIDELINES

The host golf course makes the venue available for practice as noted on the schedule of events. Please check the schedule of the events and plan accordingly.

Host courses may choose to rent out golf carts to players during the practice rounds. All fees for golf cart rental are payable to the Host Course. Failure to pay appropriate fees could be considered “conduct unbecoming of a professional” and is a finable offense.

In the case of inclement weather, and in an effort to preserve and / or maintain the playability and condition of the golf course facility, the local facility staff and /or the Tournament Committee has the authority to close and / or limit play on any day.

A Player may, if approved by the Tour Staff and golf course facility, tee off on no. 1 & no. 10 tees for practice rounds. Players may not start on no. 10 after 9:00 a.m. Players will not hit more than two balls to greens or off tees during practice rounds. Do not hold up other Players trying to complete their practice rounds. Groups are to be limited to foursomes (unless allowed by the Committee). Violators are subject to disciplinary action.

RANGE HOURS

Range hours vary at each site and are posted on the Schedule of Events.

The range facility is available to PGT players and pro-am participants only. Players must cooperate with the closing hours of the range so the balls may be picked, cleaned, and readied for the next day. A fine will be incurred if a Player does not comply with the facility or tournament staff concerning the closing or temporary closing of the range.

Due to the restricted nature of some facilities, the length and width of the range dictate the use of irons only or a small number of hitting stations. We appreciate your cooperation when this request is in effect. One hour prior to the start of each pro-am, the range will be divided into two equal sections: ½ for professional and ½ for the amateurs in the Pro-Am.

PAIRING PROCEDURES

Pairing for first and second rounds of the first two (2) tournaments will be done based on drawing lots. All remaining tournament’s first and second round pairings are grouped based on the official money list. These will be available on the day prior to the first round. All third and fourth round pairings are by score. These will be available approximately one hour after completion of round 2. No requests will be taken for tee times.

Players are asked to please respect this procedure.

DISCIPLINE, PENALTIES & APPEALS

Conduct unbecoming of a golf professional.

Any Player and / or his caddy that shall be deemed guilty of “conduct unbecoming a golf professional” while participating in PGT activities, shall be subject to fines or suspension from tournament play.

The PGT Tournament Committee is authorized to impose fines from a minimum of PHP 5,000 to a maximum of PhP 10,000 on the first offense, and suspension from tournament play on the second offense, for any of the following violations:

- Alcohol consumption at any Tour function
- Alcohol consumption during play (including practice round)
- Club throwing / club breaking
- Bullying / rudeness
- Profanity; racist / sexist remarks
- Littering
- Damage to course and / or property
- Failure to properly rake a bunker
- Gambling
- Any attire not deemed appropriate per Player Attire guidelines.
- Violation of Golf Cart Regulation or Golf Cart Etiquette (i.e. parking on slopes or greens / tees or not returning carts before Pro-Am deadline)
- Other conduct deemed unbecoming of a golf professional by the Tournament Committee
- Public attacks, including social media (which may not be appealed)
- Attendance at “participant only” functions by uninvited players and / or caddies.

Players who observe or notice conduct unbecoming of a golf professional by a fellow competitor, not necessarily within his grouping, should report the action to a Tournament Official. If the official can verify the action through other witnesses, penalties may be imposed without tour officials seeing the action.

A Player may appeal a disciplinary action taken by the Tournament Committee in accordance with the provisions above. Such appeals shall be in writing and may include defenses of mitigating circumstances, including written statement of witnesses. It must be received by the Tournament Committee within two (2) days after the notice of such disciplinary action is given to the Player.

Appeals will be reviewed by at least two members of the Tournament Committee.

Fines are due and payable prior to the start of the next tournament series unless a written appeal has been made. Should the appeal be denied, the fine will be deemed payable prior to the start of the next event. The Player will be ineligible for any PGT competition thereafter until such fine is paid.

NOTE:

If any discipline problem or action is deemed extremely offensive or has caused irreparable harm to the PGT, its staff, host course/s, and / or Players, the individual/s involved can and will be removed from the competition and will be banned from the PGT indefinitely.

COMPETITION INFORMATION STARTING TIMES

Starting times will be posted at the following locations:

- Player Information Board (WhatsApp)
- PGT Tournament Office
- Host hotel
- www.pgt.ph

Starting times for rounds 1 and 2 will be available on the day prior to the first round. Round 3 and 4 tee times available one (1) hour after completion of the second round. (Please see Pairing Procedures).

OFFICIAL TIME

The Tournament Committee will establish the official time based on “TimeandDate.com”.

The clocks on the starting tees are the “Official Time.” Inaccurate time on any other clock is not an excuse for being late to the tee. The responsibility of being ready to play at the appointed time lies solely with the individual Player.

PACE OF PLAY (RULE 5.6)

In the absence of mitigating circumstances, a group is liable to be timed if it is in excess of the time allowed, and in the case of second or subsequent groups, Out of Position. From the commencement of timing, if any Player exceeds 50 seconds on a “first to play approach shot (including Par 3 tee shot), chip or putt”, or 40 seconds if it is a tee shot or “second or third to play shot”, he is deemed to have had a “bad time”.

The time allowed will be determined by the Tournament Director and will be published on the official notice board. The first group and any group after a starter's gap will be "out of position" if, at any time during the round, the group's cumulative time exceeds the time allowed for the number of holes completed. Any following group will be "Out of Position" if it is more than the starting interval behind the group in front and has exceeded the time allowed for the number of holes completed.

A Player whose group is timed will have a bad time carried forward in the round even if the group subsequently back in position or within time.

Penalty for Breach of Pace of Play Policy - Stroke Play and Match Play: One (1) bad time - Verbal warning from the referee.

One (1) bad time – one (1) stroke penalty and fine of PHP 2,500 three (3) bad times – two (2) strokes penalty and fine of PHP 5,000 or loss of hole in Match Play PHP 5,000

Four (4) bad times - Disqualification and fine of PHP 10,000

Notes:

- Players will be advised that they are being timed.
- Timings will be taken from the moment it is deemed by the Referee that its the player's turn to play.
- In some circumstances, an individual player or two players within a group of three, may be timed rather than the entire group.

*All fines should be made payable to: Pilipinas Golf Tournaments, Inc. or PGTI

*Appeals for Pace of Play - Any appeal for a pace of play penalty and / or fine must be referred to the Tour Director immediately upon completion of the Player in question's round. The Tour Director's decision shall be final.

SUSPENSION AND DELAYS

When sufficient daylight remains, and the length of a delay warrants, Players will be given a minimum of 15 minutes after a delay or suspension to warm-up and resume their position on the golf course. In some situations, preparation time may be reduced or negated by the Tournament Committee.

REDUCTION OF ROUNDS

The goal of the PGT is to complete four round, 72-hole events. The Tournament Committee and Players will make their best effort to complete each round of the tournament as scheduled. After exhausting all feasible options, the Tournament Committee may suspend or cancel around (Rule 5.7) in the event unplayable condition/s occur.

Play will resume when conditions improve, even if the round cannot be completed that day (unless it is the final round of an event).

- a. Play may resume the following day, to include completion of the next scheduled round if daylight permits.
- b. When daylight does not permit, the suspended round may be completed the next available day. Thus, one round might be completed over a two to three-day period. A minimum of 36 holes must be completed for an event to be considered official.

NATURAL DISASTER

If a tournament has been hit by a natural disaster:

a) 70% of the prize money will be divided equally among all players if 2 rounds of golf are not completed. Earnings won't be counted on the OOM.

b) 70% of the prize money will be paid to players who made the cut but could not finish 3 rounds where payment will be dependent on their scores after 2 rounds. Earnings will be counted on the OOM.

c) 100% of the prize money will be paid to players after 3 rounds is completed but could not finish 4 rounds where payments will be dependent on their scores after 3 rounds. Earnings will be counted on the OOM.

SAFETY PROTOCOLS

Players are obliged to strictly follow PGTI's health and safety protocols. Protocols may change in coordination with GAB and IATF guidelines. Players are expected to comply with basic mandatory requirements set by DOH. PGTI will not be held liable for any wrong information, whether unintentionally or not and hereby reserves the right to hold any person/s liable under any applicable law for any untruthful or wrong information provided herein.

If a player proven to disobey protocols, he/ she will be withdrawn from the competition, and it can lead to indefinite suspension from the tour.

LIVE SCORING RECORDERS

Players must cooperate when asked for details of their scores by the live scoring recorders on course. Please submit your performance analysis card upon submission of the score card.

PLAYOFFS & TIES

The only ties which will be broken by a playoff are those to decide for first place. A sudden death playoff will immediately follow play on a hole or holes chosen by the Tournament Director. All other ties will remain as ties and the purse for those positions will be divided equally.

MOBILE TELEPHONES

Players are expected to have a valid / active mobile number for proper communication for announcements and schedules.

Use of mobile telephones during the tournament will only be allowed for the purpose of calling an Official Referee on duty.

SPECTATOR CARTS

Spectator golf carts will not be allowed unless approved by the Tournament Committee. Golf carts will be on personal account.

PLAYERS' SATISFACTION REVIEW

A review on the tour operations or tournament handling, golf course, facilities, and recommended hotel, etc. shall be conducted every quarter. PGTI shall randomly ask Players to fill out an assessment form. Players may also ask for this form at any time from the Tour Players' Administration.

MEMBER PARTICIPATED EVENTS

A Member must play a minimum of five (5) PGT events for his winnings to be counted in the Order of Merit.

- If a member registers to play in a PGT event and afterwards gets into a concurrent PGA Tour, European Tour, Asian Tour and Japan Tour event, either through a qualifier, a waiting list, or by a sponsor's exemption, that event will be counted as a "participated event."

- If a Player withdraws from a PGT event for any reason other than participation in a concurrent PGA Tour, European Tour, Asian Tour or Japan Tour event, that event will be counted as a “missed event.”
- If a member is granted an exemption into a PGA Tour, European Tour, Asian Tour or Japan Tour event by PGT and that event runs concurrent with a PGT event, that event is counted as a “participated event.”
- If a member participates in an PGA Tour, European Tour, Asian Tour or Japan Tour event and, because of his play in that event becomes exempt in a PGA Tour, European Tour, Asian Tour or Japan Tour event that runs concurrent with a PGT event, that event, and that event only, will be counted as a “participated event. Every secondary tour under the PGA Tour, European Tour, Asian Tour or Japan Tour will be counted as a “participated event.”

CATEGORIES - PGT

Category 1 - OOM Winners (exempt for 5 calendar years immediately following the year in which the title was won)

Category 2 - Multiple Winners (exempt for 3 calendar years following the year in which the tournaments were won)

Category 3 - Tournament Winners (exempt for 2 calendar years following the year in which the tournament was won)

Category 4 - Invites

Category 5 - Top 30 OOM 2024

Category 6 - Qualifying school 2025 Top 30 (local and foreign)

Category 7 – Outside Top 30 Qualifying school 2025

Category 8 – Medical Exemption

Re-Rank:

Re-rank will be done after Five (5) PGT tournaments. This is only applicable for categories 6 & 7.

SELECTION OF PLAYERS

The Country Club Invitational

- Past winners of The Country Club since 2003
- Top 30 players based on 2024 Order of Merit (OOM)

Qualifying School

- Professionals
 - Players who do not belong to any categories 1-5 of the 2024 PGT Season.
 - Players who are not serving suspension or banned from the PGT or PGTA.
- Amateurs
 - Open to any male player within the age of sixteen (16) years old and above.
 - Have intent to turn professional if qualified.
 - Have a USGA handicap index of 2.4 for the month of December 2024 and submitted.

Pro-Am Events

- Players for the Pro-Am will be Tour members chosen from the PGT Categories for season 2024 (excluding Category 4- Invites) and /or by special sponsor's request.
- Selected players scheduled to play in the Pro-Am are required to play and attend all Pro-Am functions including the party unless the organizer/s accept the absence.
- Players absent from the Pro-Am without any medical reason shall be fined.

Matchplay Invitational

- Current season OOM

LPGT STAFF DIRECTORY

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TOURNAMENT COMMITTEE

The Tournament Committee is responsible for all the Rules.

Composition of this Committee:
PGTI Executive Director
PGTI General Manager
Tournament Operations Director
Tournament Director / Rules Director

PGT reserves the right to evaluate and modify the PGT members' Handbook, policies, purses, player requirements and tournament scheduling. The Tour's and Players' best interests will be considered before modifications of any kind is made. Players will be notified of any changes by Tournament Committee.